

**Nasonville Fire District
2577 Victory Highway
Nasonville, Rhode Island 02830**

Monthly Meeting Minutes for May 10, 2016

1. Call to Order:

Chairperson Jenn Zuba called the Operating Committee meeting to order at 7:06 PM.

Members present: Board Members: Jenn Zuba (Chairperson), Bettie Hatzell (Vice Chairperson), Bob Allard, Janet Raymond, Gerry Lapierre, Norm Dalpe and Paul Wright.

Others: Christine Chretien (District Clerk), Joe Bourquin (Interim Chief), Ron Lapierre (Treasurer), (7:24 PM).

Absent: John Mainville (Tax Collector).

Opening Statement

To the best of our ability we are conducting this meeting in a truthful and proper manner for the residents of the Nasonville Fire District.

2. For the good and welfare of the district.

- Bob Allard asked about who is allowed to drive the district vehicles. Jenn Zuba indicated that all personnel can drive the rescue, brush truck & command vehicle because there are no air brakes. All that is needed is training.
- Gerry Lapierre indicated that a new Labor Attorney was hired for the district as of May 5, 2016. His name is Tim Cavazza and he is a partner with the law firm of Whelan, Corrente, Kinder & Siket, LLP in Providence.
- Bob Allard commended interim Chief Joe Bourquin for the job he has done so far filling in as Chief.
- Jenn Zuba read a letter from the volunteers endorsing Joe Bourquin as permanent Fire Chief.

Gerry Lapierre made a motion to move agenda item #8 ahead of agenda item #3. Bob Allard seconded the motion. All members approved the motion and the motion was passed.

8. Old Business

- a. **Third Party Billing Update** – Dawson is creating a report that will be presented at the June meeting.
- b. **Bid for Third Party Receivables** – Report will be reviewed and then a decision will be made whether or not the Operating Committee will send the Third Party Receivables out to bid.
- c. **Hiring Committee Update** – Gerry Lapierre
 - i. **Duty Candidates Update** – Gerry Lapierre provided an update on duty candidates that had been interviewed.
- d. **Building Maintenance** – Gerry Lapierre
 - i. **Bathroom** – Gerry Lapierre reported that Mike Jones came in to assess the situation in the bathrooms regarding water on the floor. Mr. Jones indicated that he could not assess the situation properly unless the block wall is partially removed. Bob Allard made a motion to follow the plumber's recommendation in order to assess the situation. Bettie Hatzell seconded the motion. All members approved the motion and the motion was passed.
 - ii. **Washer & Dryer** – Gerry Lapierre informed the Operating Committee that a washer and dryer was being donated to the district for use by the fire personnel. Gerry obtained estimates for both the electric and water for a total cost of \$990.00. Bob Allard made a motion to accept the donation and go ahead with the water and electric. Paul Wright seconded the motion. All members approved the motion and the motion was passed.
- e. **Report from Workgroup – Impact of COB Agreement** – Ron Lapierre and Gerry Lapierre met to review the financial information to present to the board. Ron indicated that the information was at his home. Gerry Lapierre made a motion to hold off on the report until Ron retrieved the report. Norm Dalpe seconded the motion. All members approved the motion and the motion was passed.

Bettie Hatzell made a motion to proceed with agenda item #4. Gerry Lapierre seconded the motion. All members approved the motion and the motion was passed.

4. Receive Chief's Report

Interim Chief Bourquin presented the Chief's report for the month of April. Bob Allard made a motion to accept the Chief's report. The motion was seconded by Gerry Lapierre. All members approved the motion and the motion was passed.

5. Approve minutes from the previous month's meeting

The minutes from the April 2016 monthly district meeting were submitted for review. A motion to approve the minutes was made by Bettie Hatzell and seconded by Bob Allard. All members approved the motion and the motion was passed.

6. Consider, review, and approve Bills & Receipts

There were no questions about any of the bills to be paid. Bettie Hatzell made a motion to approve and pay the bills. Janet Raymond seconded the motion. All members approved the motion and the motion was passed.

Gerry Lapierre made a motion to proceed with agenda item #9. Bettie Hatzell seconded the motion. All members approved the motion and the motion was passed.

9. New Business

- a. **Scheduling of Shifts** – Jenn Zuba brought the Operating Committee up to date regarding the scheduling of shifts. No memo of understanding will be needed regarding scheduling of shifts.
- b. **Payroll Update** – time cards are now being completed by all employees as of April 19, 2016.
- c. **By-Law Changes** – Bettie Hatzell proposed changes to the fire district by-laws regarding residency requirements for any elected member of the Operating Committee or the Fire District. Bettie will draw up the language and submit to the Chairman of the By-Laws Committee, Gerry Lapierre.
- d. **Tax Collector** – Gerry made a motion that a formal letter be sent to the Tax Collector regarding complaints received. Letter would be sent by certified mail with 10 days to respond and an email would be sent as well. Norm Dalpe seconded the motion. Paul Wright, Norm Dalpe, Gerry Lapierre, Janet Raymond, Bob Allard and Jenn Zuba approved the motion. Bettie Hatzell voted against the motion. Motion was passed by majority vote.

8. Old Business

- e. **Report from Workgroup – Impact of COB Agreement** – Ron Lapierre presented the report to the Operating Committee. A few changes need to be made to the numbers. Gerry Lapierre made a motion to accept the report with revisions. Bob Allard seconded the motion. All members approved the motion and the motion was passed.
- f. **Special Meeting** – Bob Allard made a motion that a Special Meeting be held on June 18, 2016 at 11:00 AM. Janet Raymond seconded the motion. All members approved the motion and the motion was passed.

7. Receive the Treasurer's Report

Ron Lapierre presented the Treasurer's report. Paul Wright made a motion to move \$2,000 from the Heat category on the budget and move those funds to Firefighting Equipment. Bettie Hatzell seconded the motion. All members approved the motion and the motion was passed. Bettie Hatzell made a motion to approve the Treasurer's Report and Bob Allard seconded the motion. All members approved the motion and the motion was passed.

3. Receive the Tax Collector's Report

Jenn Zuba read the Tax Collector's report. Bettie Hatzell made a motion to accept the Tax Collector's report. Bob Allard seconded the motion. All members approved the motion and the motion was passed.

9. New Business

- e. **Update on IOD Status** – Jenn Zuba indicated that surgery had been scheduled for one of the fire department personnel that is out on IOD. Gerry Lapierre mentioned Safe Handling training and Joe Bourquin indicated that he is certified to provide this training. Gerry Lapierre suggested that this training be implemented.

10. Adjournment

There being no further business, Bettie Hatzell made a motion to adjourn at 9:51 PM and Norm Dalpe seconded the motion. All members approved the motion and the motion was passed.

Respectfully Submitted,

Christine A. Chretien, District Clerk